

**CUHS Board of Directors**

Present: Mark Owens, Board Chair  
Dan Otley, Board Director  
Mike Davis, Director  
Marc O'Toole, Director  
Jeff Dorroh, Director

**Monthly Board Meeting**

Also Present: Matt Hawley, Superintendent  
Kaeko Blackburn, Business Manager  
Glennie Cargill, Board Secretary

**October 17, 2016****CALL TO ORDER**

Board Chair Mark Owens called the meeting to order at 6:00 pm.

**PLEDGE OF ALLEGIANCE****VISITORS/STAFF- Student Body President, Bryce Otley****Hearing Groups**

- Student Body President Bryce Otley was present he reported that Homecoming went well with most kids enjoying the week. Bryce reported that he enjoyed the guest speaker that came and talked with the students in Mrs. Northrop's classes he said he really learned a lot about the campaign election but would like to see if they could get Greg Walden here to speak so both parties will be represented. He will discuss this with Mrs. Northrop and Mr. Hawley later in the week.

**Approval of Minutes:**

- September Board Minutes were presented for approval. Dan Otley and Mark Owens both had small corrections they wanted to see fixed. Dan Otley moved to approve the minutes from the September meeting with the corrections, Mike Davis seconded. All approved

**Adopt the Agenda**

Board Chair Mark Owens presented the Agenda. Dan Otley wanted to add the Reader Board to the Agenda Mark Owens added the Reader Board at Dan's request. Dan Otley moved to approve the agenda with the addition, Mike Davis seconded. All Approved.

**Review/Approve Bills****Disbursements**

Kaeko Blackburn reported that the monthly disbursements for the September were \$26,074.13 Business Manager Kaeko Blackburn was very concerned about the extra money being spent for overtime in the dorm patron and matron jobs this month. Mr. Hawley told the board there would be more discussion on this topic coming up during discussions.

After discussion on the monthly finances Dan Otley made a motion to approve the disbursements, Mike Davis seconded. All Approved.

**Superintendent – Principal Report**

- Superintendent Hawley reported that the Crane Elementary and Crane Union High School brought in 973 lbs. of canned food during the homecoming schools challenge. The elementary school lost the challenge and will be purchasing donuts for the high school students. Homecoming week was a very busy but fun week, with the students having fun and following traditions.
- The ESD held the annual OSBA workshop with Jim Green there to go over the house bills that are coming up. There was a lot of good information and the ESD did a good job hosting the meeting.

- Mr. Hawley reported the Co-Curricular activities are going well with both the Football and Volleyball teams doing well this year. So far both team have had a successful season. Mr. Hawley worked with the senior class to approve the Freshman Spotlight activities, Mr. Hawley said the students came up with activities that were fun but still respectful. Right now all seems to be going well following long time traditions like Freshman Spotlight but we need to be very careful due to new laws and regulations.
- The Promise of Oregon Campaign were here during September and met with 12 high school students and 15 elementary students. They brought a drone and will be releasing a video on December 1, 2016. There were six schools from Oregon involved with Crane Schools being one of them. Mr. Hawley thought it was very tastefully done and should be a good review of our students.

### **Items for Action**

- Superintendent Hawley presented the amended Food Contract that was signed at the last Elementary School Board Meeting to raise the Food Service Contract between the two districts due to the increase in Elementary Students. The Contract will move to \$63,000.00 for the 2016-2017 school year. Marc O'Toole moved to approve the new Food Service Contract, Mike Davis seconded. All approved.
- Superintendent Hawley presented the new policies for adoption at this time. Mike Davis moved to adopt the new policies as presented by Superintendent Hawley, Marc O'Toole seconded. All Approved.

### **Items for Discussion**

- Mr. Hawley presented his 2016-17 Goals. Mr. Hawley told the board some were the same as last year as they are ongoing and some of the goals are new this year. Mr. Hawley asked the board for input on his list of goals or any they would like to add or see addressed. One of the goals Mr. Hawley will be working on this year is to find funding for our new welding program. Mr. Hawley says Roy Dowell is doing a GREAT job with our students and they seem to be enjoying the program. Mr. Hawley is looking for a competition the students can compete in, to show some of their welding skills. This program will continue to be on the list of discussions in the months to come. Jeff asked how the program is being funded now and Mr. Hawley report it is currently being funded by a Grant we received last year but the grant will run out at the end of this school year.
- Mark Owens met with Tony Hackett from Down Right Drilling and Pump Inc. concerning a backup well. Tony said using the irrigation well is not out of the question for a facility back up well but it is contingent on a lot of stipulations. Mr. Hawley reported that after discussion with the Crane Elementary Board their decision would be to drill a new well in December. Jeff Dorroh believes we should be proactive and make the new well a priority. There was some discussion as to whether we could make the current well the secondary well since we continue to have reoccurring problems with this well. Mike Davis believes we should have the grounds witted for water before drilling. Mark Owens and Mr. Hawley will continue to work with Tony Hackett for the best possible solution. At this time the well could be paid for by funds from the Dorm, District #4, District #1J and the Teacherage fund so the financial cost would be shared by all four departments.
- Mr. Hawley would like to see both District # 4 and District #1J share employees to bring the best possible education to our students. Some of his ideas are having Mrs. Robbins teach science to the 6-8 grades freeing some time up for the elementary teachers and preparing the middle school for high school science. The other idea is to hire a Physical Education/health teacher to be used between the two districts. The board feels like this is a good solution to adding more programs for our students. He will continue to work on these shared programs and will bring more information when he has some of it worked out.
- Mr. Hawley presented copies of the Dorm Matron and Patron contracts to the board, he has also sent these contracts to the school lawyer for review. Because of the changes to the dorm matron and patron

jobs in 2015-16 those jobs can no longer be viewed as live in positions. This means that anything over 40 hours must be paid at time and a half. This is where the concern from Business Manager Kaeko Blackburn is coming from. Due to the fact that students do need to stay over the weekend for games we have no choice but to have the staff here. Mr. Hawley presented several options to the board to see how they felt we should handle this growing problem and the lack of funds to pay the overtime. Mr. Hawley will need to look into this situation for next school year but needs a solution for this year as the extra money was not budgeted. There were many ideas for solutions such as using volunteers or looking for weekend help. Mr. Hawley said he has been advertising for relief help but has not had anyone contact the school. After much discussion Mr. Hawley will look for volunteers and meet with the employees to come to an agreement for a set amount to be paid for overtime. This discussion will be continued and we progress through the year.

- Jim Carlson a representative of Ed Staub's will be conducting an audit and proposal that relates to the converting certain elements of our physical plant from electricity to propane and what the saving will be. He reminds the board that any update in the dorm can be cost allocated to the dorm. Mr. Hawley will bring the proposal to the board when it is finished.
- Mr. Hawley would like to thank ESD and their technology staff for completing the technology audit. The ESD prioritized the issues with a numbering system with 1 being the most important and 3 being not as important but still needing addressed. Mr. Hawley gave a copy of the audit to the board members and said he would like to take care of the # 1 items this school year. He will continue to work down the list as he sees items that need to be done. He will share more information as it is ready to be completed.
- In last month board meeting, Student Body President Bryce Otley and Vice President Sam Williams came to the board asking if advisory could be put back into the schedule. Mr. Hawley told the board he would look into it and bring more information for them to look at. After looking at the benefits of having more instruction time and the fact that the students wasted so much time last year during advisory he and the teachers both felt the additional instruction time was more valuable to our students.
- Mr. Hawley brought to the boards attention that our adopted 2016-17 school calendar is not on track with our state schools. In the spring when we make the calendars we check with our State Colleges and Universities to make sure we are all taking spring break at the same time. We then report to our rural schools and make sure we are all breaking together. This year after making the calendar the state schools moved their spring break back by one week. Mr. Hawley would like to move ours back so we are on the same schedule as the universities and colleges. The Board does not see any problem with the move. Superintendent Hawley will bring it to the next board meeting for a vote to change the calendar.
- Dan Otley has been doing some research on the Reader Board that was looked in to last spring by the Case Foundation. He contacted two companies in Bend and Boise that install these reader boards. After much discussion the board felt it was a good item to keep on the back burner when funds would be available.
- Mike Davis asked the board if it would be a problem to move the meeting time back to 4:00 pm during the winter months. Mark Owens asked Matt to put it on the agenda at the next meeting to change the meeting times.
- Superintendent Hawley passed out a flyer from the Crane Case Foundation and a fundraising dinner that will be held at the Crane Store to celebrate 100 years in Crane. This will raise funds for the Crane Case Foundation.

With no further discussion Marc O'Toole moved to adjourn the meeting at 7:50 pm. Dan Otley seconded. All approved.

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Mark Owens, Board Chair

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Glennie Cargill, Board Secretary